



MARK R. JOHNSON  
Mayor

# CITY OF COVINGTON

## PLANNING AND ZONING OFFICE

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### APPLICATION FOR MINOR PRELIMINARY APPROVAL SUBDIVISION

Property Owner(s) Date \_\_\_\_\_

Petitioner(s) Date \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

Owner's Signature *(I hereby certify that this petitioner has permission to apply for a resubdivision.)*

Petitioner's Signature *(I hereby certify all information submitted to the City of Covington is TRUE AND CORRECT. Failure to submit correct information may result in denial of petition.)*

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LOCATION OF PROPERTY (GENERAL DESCRIPTION): \_\_\_\_\_  
\_\_\_\_\_

PROPOSED SUBDIVISION'S NAME: \_\_\_\_\_

PROPOSED ACREAGE: \_\_\_\_\_

NUMBER OF PROPOSED LOTS: \_\_\_\_\_ AVERAGE SIZE OF LOTS: \_\_\_\_\_

ZONING CLASSIFICATION(S): \_\_\_\_\_

PROPOSED USE(S): \_\_\_\_\_

FLOOD ZONE(S): \_\_\_\_\_

HEIGHT OF PROPOSED BUILDING(S): \_\_\_\_\_

HOURS OF OPERATION: \_\_\_\_\_

NUMBER OF EMPLOYEES: \_\_\_\_\_ NUMBER OF PARKING SPACES: \_\_\_\_\_

**APPLICANT MUST SUBMIT 15 COPIES OF THE FOLLOWING DOCUMENTS.**

(ALL PLANS MUST BE FOLDED, AND WE MUST HAVE 15 COLOR COPIES OF ANY COLOR DRAWINGS OR PHOTOGRAPHS.)

- Copies of the conceptual sketch
- Copy of a letter stating the nature of the subdivision request and waivers (if applicable)

**APPLICANT MUST SUBMIT 1 COPY OF THE FOLLOWING DOCUMENTS:**

(THESE DOCUMENTS MUST BE COLLATED AND STAPLED OR CLIPPED TOGETHER.)

- Copy of the vicinity map
- Electronic and hard copy of the typed legal description
- Notarized and stamped/sealed copy of the Property Ownership Certification Form

<b>Application Filing Fee</b>	<b>\$ 75.00</b>
<b>\$25.00 per subdivided lot</b>	<b>\$ _____</b>
<b>Advertising Fee</b>	<b>\$ 200.00</b>
<b>TOTAL FEES</b>	<b>\$ _____</b>

**PAID**  **DATE:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_